



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

April 1, 2003

To: OPI MASS Representatives

From: Madalyn Quinlan, Chief of Staff

Subject: Summary of OPI Activities for April 2003

Here is a summary of the current activities at the Office of Public Instruction for April 2003. This summary can also be found at www.opi.state.mt.us/MASSUpdates/.

Office of the State Superintendent

OPI Legislative Update: During the 2003 Legislative Session, Superintendent McCulloch will keep you up to date on what she and her staff are doing on behalf of K-12 public schools at <http://www.opi.state.mt.us/>. Some other important links are:

- Legislative bills -- <http://leg.state.mt.us/css/sessions/58th/default.asp>
- OPI Legislative Bill Updates -- [Superintendent's web page](#)
- Montana's Education Partners -- [OPI Home Page](#), select Other Links Tab

Three school funding bills are still alive as of Legislative Day 67.

- ☐ **SB 323** increases the basic and per-ANB entitlements by 2% in FY2004 and 1% in FY2005; builds-in an inflationary adjustment for the entitlements beginning in FY2006; eliminates the distribution of the HB 124 block grant to the county retirement fund; and requires that benefits for retirement, Social Security, unemployment insurance, and Medicare costs be paid from federal funds for any school employee whose salary is paid from a federal funding source.
- ☐ **SB 424** expands state support for school facility payments to any school district with outstanding general obligation bonds. The bill also lowers the threshold for eligibility for state payments. To pay for this expansion, the bill eliminates the HB 124 block grant for the debt service fund. The bill also allows a school district to allocate the portion of its HB 124 block grant monies that is not allocated to the district general fund or transportation fund to fund any other budgeted fund.
- ☐ **SB 454** revises the HB 124 block grant payments to county retirement funds for counties that incorrectly reported revenues in FY2001.

In addition, SB 267, which provides a \$10,000 signing bonus to 500 new teachers, and HB 107, which provides up to \$12,000 of loan repayment assistance to new teachers, are both still alive.

OPI Contact: Madalyn Quinlan, 406-444-3168, mquinlan@state.mt.us.

OPI Legislative Presentations -- Charts and Graphs

Superintendent Linda McCulloch provided a legislative update at the Montana Association of School Superintendents' spring conference. Some school superintendents have asked for copies of the handouts. In response, we have created a web page to access the charts and graphs. They are located in the 2003 Legislature Section on the [Superintendent's](#) web page. Select the link titled [2003 Legislative Session OPI Charts and Graphs](#) for handouts from the MASS Conference.

If you need any additional assistance or have suggestions for other information you would like to see posted on the OPI website, please contact Jan Lombardi at jlombardi@state.mt.us or 444-1641.

Connecting with the Legislature – Video Streaming offers schools another option

Superintendent McCulloch announced last month that the Office of Public Instruction has developed the ability to connect Montana schools with the Legislature in a very economical and efficient way. Students across Montana now have the opportunity to view live coverage of the Legislature, using video streaming technology; schools can tune in using a personal computer. Most Montana students will never have a chance to come to Helena to see the Legislature in action. Witnessing a live floor debate or committee discussion provides a learning opportunity that can last a lifetime. It will help our students to better understand how a bill becomes a law.

OPI will be streaming two channels for the remainder of this session. Each channel will play a single selection from the seven Legislative Committee hearing rooms, or the Senate and House floors. On a daily basis, the Legislative staff will select the channel locations. The point of entry for viewing the Montana Legislature is: <http://www.opi.state.mt.us/streamer/Legislature/> If you have questions or need technical assistance, call the OPI Internet Services Help Desk at 444-1626, e-mail Support@metnet.state.mt.us or click the "[QuickTime Help](#)" link located at the foot of the each webpage for assistance.

Highlights of State Superintendent Linda McCulloch's Activities during March:

- Had breakfast with students at Central School as part of the USDA's visit to Montana
- Testified before the Legislative on:
 - K-12 budget issues related to House Bill 2 to both the House Appropriations Committee and the Senate Finance and Claims Committee
 - SB81, Veterans Honorary HS Diploma, to the House State Administration Committee
 - HB604, distribute natural gas tax to school flexibility account, to the House Appropriations Committee
 - SB 130, Revise laws on recreational use of trust land and increasing funds for the school trust, to the House Natural Resource Committee
- Presented to the House Education Committee on the No Child Left Behind Act
- Attended the Rally for Education in Helena
- Visited with students from these schools about K-12 public education and the Legislative process:
 - Sidney High School's government class
 - Blue Sky School
 - Sussex school in Missoula
 - Polaris School
 - Scobey High School
 - Highwood High School and KG High School
 - Big Sandy High School

- Spoke to the MEA and MFT Rep Assembly
- Interviewed by a National School Bus magazine regarding the OPI Yellow School Bus Tour
- Provided welcoming remarks and legislative overview to the Mt Association of School Superintendents, AA Principals, and Special Education Advisory Panel
- Welcomed participants at the Character Education and MWIEA event in the Capitol Rotunda
- Welcomed students educators from St. Labre School and received their check from their fundraising efforts toward "Indian Education for All"
- Attended the Counsel of Chief State School Officer's legislative meeting
- Met with the U.S. Department of Education Undersecretary concerning rural state's issues with the No Child Left Behind Act
- Met with the White House Education staff regarding NCLB issues
- Participated in the OPI employee's monthly "Lunch with Linda"
- As board member, participated in the monthly Land Board Meeting, Board of Public Education meeting, and Board of Regent's meeting
- Attended the award ceremony for the Agriculture in Montana School Kids Bumper Sticker Contest
- Attended the weekly Education Forum meetings

March Board of Public Education Meeting

The OPI staff presented a variety of reports and action items at the March Board of Public Education meeting. Reports included State Superintendent McCulloch's, School Nutrition Programs Annual Report by Chris Emerson, and the No Child Left Behind report by Nancy Coopersmith. Action items presented by OPI staff included Accreditation Status Recommendations, the Alternative Standards Request Report and the Middle School On-Site Review Report by Linda Peterson and Al McMilin, the Adoption of Rule Amendments for Ch. 55 & 57 by Margaret Bowles and Rick Chiotti, and the Amendment of Educator Licensure Rules by Margaret Bowles. Please contact the individuals above if you need information about any of these topics. Contacts are Board of Public Education Executive Secretary Steve Meloy (406) 444-6576 or Deputy Superintendent Spencer Sartorius (406) 444-4434.

May Board of Public Education Meeting

The Board of Public Education will hold its next regular meeting May 15-16, 2003, at the Montana School for the Deaf and Blind, 3911 Central Avenue, Great Falls. Tentative BPE agenda items the OPI will be involved with include the annual GED report, Accreditation recommendations, the annual Student Assessment report, Chapter 55 updates and the annual BASE Aid payment schedule. Contacts are Board of Public Education Executive Secretary Steve Meloy (406) 444-6576 or Deputy Superintendent Spencer Sartorius (406) 444-4434.

Seeking Nominations for Outstanding Educators for OPI Talent Pool

Superintendent Linda McCulloch is again seeking recommendations of outstanding educators for the OPI "Talent Pool". The talent pool is a list of K-12 Montana educators whom we know to be outstanding teachers, who have demonstrated exceptional instructional ability, have an inspiring presence, and exhibit professional leadership. The educators on the list may be considered for membership by OPI on advisory boards and task forces, as well as candidates for special recognition programs. Nominations must be confidential and the person being nominated must not know they are being considered. Recommendations should be made on the attached form and sent by May 1, 2003, to Diane Sands, Department of Education Services, Office of Public Instruction, PO Box 202501, Helena, MT 59620-2501. You may also reach Diane by telephone at 406-444-1430 or by e-mail at dsands@state.mt.us.

Montana Educators Honored at the White House

Margaret Bowles, OPI's new manager of education licensure, traveled to the White House in March as one of the 2002 recipients of the Presidential Awards for Excellence in Mathematics and Science Teaching. The award is administered by the National Science Foundation and recognizes teachers whose innovative methods bring science and mathematics to life in the classroom. Margaret was honored as an elementary science teacher, a post she held in Townsend until accepting a position at OPI last fall.

Two other outstanding teachers from Montana received this honor this year. Jeanne Frank of Missoula was recognized as an outstanding high school science teacher, and Lisa Scott of Billings was recognized as an outstanding high school mathematics teacher. Congratulations to Margaret, Jeanne, and Lisa for this well-deserved honor!

OPI Calendar Provides Easy Glance of Training and Education Opportunities

OPI staff is busy working on a host of efforts to help Montana schools and students. The [OPI Calendars](#) Tab (<http://www.opi.state.mt.us/X-Cal.cx?db=OPI&v=2>) at the top of OPI's home page takes you to an easy to read format to see upcoming deadlines, conferences and trainings that are being conducted across the state. If you need assistance with the calendar, call the Resource Center at 444-2082 or e-mail cbergeron@state.mt.us.

Veterans Honorary High School Diploma Award Ceremony in April

Senate Bill 81, <http://data.opi.state.mt.us/bills/2003/billhtml/SB0081.htm>, to award honorary high school diplomas for certain veterans, has passed the House and Senate and the Governor is expected to sign it soon. Superintendent McCulloch is hosting a ceremony on Sunday, April 13, 2003 to award Montana's first group of veterans with their honorary high school diplomas. The Office of Public Instruction and the Veterans community are interested in finding veterans and their family members who would like an honorary high school diploma or to participate in this historic award ceremony. There is no cost. The application process is simple and requires a copy of the veteran's discharge papers. As soon as the bill becomes law, an application for the honorary diploma will be posted on the OPI website at <http://www.opi.state.mt.us/veterans/diploma.html#school>.

If you would like more information on obtaining a diploma or the April ceremony, please call Jan Lombardi at 444-1641 or e-mail jlombardi@state.mt.us.

Homeland Security

In response to the news of the war, Superintendent McCulloch thanks schools for helping students and communities to cope with the news of the war. She encourages schools to make become familiar with the many resources available to schools, such as:

- OPI Safe and Drug Free Schools and community website <http://www.opi.state.mt.us/safeschools/> helps prepare for and respond to a crisis
- MT EDEN (Extension Disaster Education Network) www.montanahelp.org connects to both national and Montana homeland security and other disasters
- American Red Cross Homeland Security Advisory System Recommendations for schools <http://www.redcross.org/services/disaster/beprepared/hsas/schools.pdf>. (The Montana Department of Military Affairs, Disaster and Emergency Services unit highly recommends this site.)

Rural Concerns with President Bush's No Child Left Behind Act

A letter was sent to Montana's Congressional Delegation from Governor Martz, Superintendent Linda McCulloch, and Ed Forum members regarding our rural concerns with President Bush's No Child Left Behind Act of 2001. Five critical issues addressed in the letter are:

- 1) Mandates for 'highly qualified teachers';
- 2) Minimum budget levels for state administration;
- 3) Accountability provisions based on insufficient or inadequate data;
- 4) Data management requirements; and
- 5) Corrective action in rural counties.

The letter can be viewed at: <http://www.opi.state.mt.us/pdf/superintendent/NCLBletter.pdf>

Educator License Renewal Units

There appears to be some misunderstandings about the process to renew educator licenses. To renew an educator license, the applicant must submit to OPI evidence of academic credit or earned renewal units. The evidence of academic credit is a transcript and the evidence of earned renewal units is a completed **Certification of Registration and Verification Form**. The form contains the seal of the State of Montana. The **Certification of Registration and Verification Form** may be obtained from (1) an approved provider or (2) from the OPI for individual professional development activities that are not conducted under the auspices of an approved provider. This form is provided to educators at the completion of professional development activities.

The renewal process is prescribed by the administrative rules of the Board of Public Education. These rules require that the approved provider or the OPI must approve all professional development activities PRIOR to the event.

There are over 150 approved providers in Montana, including many school districts. The list of approved providers is located at <http://www.opi.state.mt.us/EdSvs/Index.html>. Approved providers for renewal units are reminded to determine that the:

- content of professional development activities meet the requirements for disseminating renewal units to participants, i.e., "a planned and structured experience of benefit to the certificate holder's professional development" and deals with a new or extended idea or skill,
- non-working lunch hour is NOT included as a contact hour and the program is at least one hour in length,
- calculation of renewal units is on the basis of contact hours. Remember that participants receive renewal units based on their attendance,
- providers' records on the activity and certificates awarded are maintained, and
- complete and send the Renewal Unit Provider Annual Report to OPI.

The RENEWAL UNIT PROVIDER ANNUAL REPORT must contain the in-service title, date(s) and location(s) of program, number of renewal units available and number of certificates issued. The form is due no later than August 29, 2003, and is available on the Web page <http://www.opi.state.mt.us/EdSvs/Index.html>.

We appreciate your help in disseminating this information to our Montana educators. If your district is not an approved provider, the application may be obtained from the Web page <http://www.opi.state.mt.us/EdSvs/Index.html>. The OPI contacts for renewal units are Nancy Coopersmith, ncoopersmith@state.mt.us, (406) 444-5541 or Carol Gneckow, cgneckow@state.mt.us, (406) 444-2417. For information about the educator license application process, contact Margaret Bowles, mbowles@state.mt.us, (406) 444-2580.

Assessment News

The March issue of **JUMP, the OPI Assessment newsletter** is online at:

<http://www.opi.state.mt.us/pdf/assessment/newsletters/Mar2003AssessNews.pdf>

Montana/ACT Writing Sample

Nearly 4000 students are slated to write essays for the Montana/ACT Writing Sample in March. Any educator, but especially English teacher of grades 7-12, may attend the training and scoring sessions scheduled in Bozeman, April 1-2; Miles City, April 3-4; Great Falls, April 8-9; and Missoula, April 10-11. OPI Renewal Units are available for this training and lunches are provided. Participants must commit to both days at one site. There are no registration fees. Please contact Jan Clinard, 406-444-0652 or jclinard@ocche.montana.edu to register.

The **Teacher as Assessor workshops** presented by Measured Progress, the criterion-referenced test contractor, and OPI are the week of April 28 in the following locations:

Monday, April 28	Doubletree, Missoula
Tuesday, April 29	Copper King, Butte
Tuesday, April 29	Carney Center, Glendive
Wednesday, April 30	Holiday Inn, Great Falls
Thursday, May 1	Sheraton Billings Hotel, Billings

Invitations were sent to all school administrators, but teachers need to know to check with their administrators for information and to arrange registration. Districts receive reimbursements for substitutes, and teachers are reimbursed for mileage. A continental breakfast is served and lunch is provided. It is intended for teachers, both experienced and new. Copies of the invitation and the overview and registration are online.

- Invitation link: <http://www.opi.state.mt.us/PDF/Assessment/Workshopinv.pdf>
- Overview link: <http://www.opi.state.mt.us/PDF/Assessment/WorkshopOutline.pdf>
- Registration link: <http://iregister.measuredprogress.org>

Renewal units are available.

OPI Contact: **Judy Snow**, State Assessment Director, jsnow@state.mt.us, 406-444-3656

Completing the Administration of the Iowa Tests

Remember that April 7, 2003 is the last date to fax the Authorized Signature Form for student participation validation to OPI. Please fax the completed form to Maria Bates at fax # 406-444-1369. April 7 is also the last date for test coordinators to send answer documents and orders to Riverside

When shipping your answer documents to Riverside Publishing Company:

- Package materials separately for on grade (4, 8, 11) and off grade (other than 4, 8, 11)
- Use the labels provided in the 2003 trailer package: 761 District Drive, Itasca, IL 60143
- Especially for county superintendents and test coordinators for more than one system, package each system separately.

IOWA TEST RESULTS--Put These Dates on Your Calendars

May 13, 10:00 am - noon Site details will be included on the registration and in the April newsletter <ul style="list-style-type: none"> ○ Glendive ○ Butte ○ Dillon ○ Great Falls ○ Billings ○ Missoula ○ Helena 	Video Conference: Iowa Test Results: Reading the Reports Online registration at need link from Betsy Registration Dates: April 15 - May 10 The video conference will also be available on video tape and online through video
<i>Districts will receive test results beginning April 11. Answer documents are scored and results are sent to districts on a first-in/first out basis. Test coordinators and districts will have two opportunities to review their results:</i>	
Within 10 days of District Receipt of Iowa Test Results from Riverside	<input type="checkbox"/> Districts review Iowa Test reports <input type="checkbox"/> Test coordinators will receive an explanatory letter and the Riverside Report Validation Form directly from Riverside the week of March 24. <input type="checkbox"/> The form is to be used if , after review of the results, a district sees discrepancies. <input type="checkbox"/> Only districts noting discrepancies need to submit the form.
Early August	<ul style="list-style-type: none"> • Districts review online disaggregated data prepared by OPI • In early August, districts will receive notice from OPI that disaggregated data is online on a secure site. • Districts will use their user name and password to access and review their data • Instructions for reviewing the data and procedures for contacting OPI about discrepancies will be included with the notification.

School Budgeting and Accounting

Have you requested grant cash? Please check to make sure you submitted a cash request for each OPI grant and have been receiving the money you expected. OPI makes a payment on the 10th of each month. Under OPI policy, any cash not requested by the fiscal closeout will not be paid. If you have questions about a particular grant, contact an OPI accountant for the grant. See the Directory of Montana Schools (pages 2-8) or the Staff Directory on METNET.

MAEFAIRS News: MAEFAIRS is the electronic reporting system used by districts to submit the Trustees' Financial Summary (TFS) and Final Budget forms to OPI. OPI will offer training for MAEFAIRS system users on July 31, 2003, in Helena. Additional information will be sent to each clerk in late April. This workshop is primarily for new clerks, and they may call Nica Carte (444-4401) at any time to register. Room is limited so early registration is recommended.

Searchable Finance Q&A's Posted on OPI Web Site: The School Budget and Accounting Division maintain various finance topics in the "Get Answers" system on the OPI Website at www.opi.state.mt.us. The system is searchable, allowing you to quickly get an answer. If your

question has not already been asked, use the site to submit a question and receive a quick, written response from OPI staff.

OPI Distributes Indirect Cost Rate Applications for FY04 Grant Projects: Applications for indirect cost rates for FY 2003-04 are posted on the OPI Website <http://www.opi.state.mt.us/schoolfinance/acct.html>. Indirect cost recoveries are optional, but you must have a rate approved by OPI if you intend to claim indirect cost recoveries from grants in FY 04. The OPI-approved rate can be used on state and federal grants, including grants administered by OPI or received directly from a federal agency or another state agency. Application forms are due back to OPI by May 31, 2003. OPI Contact: [Jim Oberembt](#), (406) 444-1257.

FY2003-04 Tuition Rates: The maximum regular education tuition rates for attendance during FY2003-04 have not changed since last year. Rates will be \$390 for Pre-K and Kindergarten, \$781 for grades 1-8, \$1,041 for grades 7-8 if the school runs an accredited 7-8 program or junior high and \$1,041 for grades 9-12. Rates are set under MCA 20-5-323 based on 20% of the per-ANB rate for the year of attendance. Special education add-on rates are calculated under ARM 10.16.3818.

2003 Montana School Budgeting and Accounting Workshops: Budgeting and accounting workshops are scheduled for Kalispell (July 8), Missoula (July 9), Butte (July 10), Glasgow (July 16), Havre (July 17), Great Falls (July 18), Miles City (July 22), and Billings (July 23). Registration forms will be posted on the OPI Website by the end of April.

New Clerk's Workshop: The Montana Association of School Business Officials (MASBO) will hold a 2-day training session for new clerks on April 24 & 25, 2003, in Helena. Several OPI staff will also present portions of the session. Topics include all aspects of the school district clerk/business manager's job. The session is intended for clerks that are new within the past 1-2 years, but all interested parties are welcome. MASBO will charge for the seminar and pre-registration is required. To register, contact Lynda Brannon (MASBO) at 442-5599 or masbo@in-tch.com.

MASBO Budget Workshop: The Montana Association of School Business Officials (MASBO) will hold the last in a series of budget workshops on April 7 in Billings. Participants will bring their district's budget data and will work through the general fund budget during the session using manual worksheets. Presenters will be MASBO members and OPI staff members. There is a charge for the workshop. For trustees and others who prefer a shorter overview of school budgeting, sessions will be held a day earlier on April 6 in Billings. Contact Lynda Brannon, MASBO Executive Director, at (406) 442-5599 to register.

Grant-writing Workshop for State Gifted and Talented Applications

The Montana Office of Public Instruction is offering a one-day grant-writing workshop specifically designed to assist with the writing of the State Gifted and Talented Applications which are due April 15 of this year. This free workshop will be held from 8:00 a.m. to 3:00 p.m. April 9th in conjunction with the AGATE spring conference at the Holiday Inn in Billings. Participants must register by April 1 by contacting Stephanie Smith by telephone at (406) 652-3720, or by email at sarabeagle@imt.net. Participants are encouraged to bring a draft of their grant application. OPI Contact: Kathleen Mollohan at 444-4317 or kathym@state.mt.us.

ESEA Consolidated Application Workshops

Three workshop opportunities covering the 2003-04 Annual ESEA Consolidated Application will be available in April 2003. The workshops will begin with a videoconference broadcast to ten METNET sites on the afternoon of April 4, 2003. The workshop will start at 1:30 p.m. and end at 4:30 p.m. The videoconference will be followed by two on-site workshops that will cover the same application material. The workshops will be held in Billings, April 15 in the Sheraton Hotel and in Missoula, April 18 in Ruby's Inn, from 1:30 p.m.-4:30 p.m. The workshops will be conducted by OPI staff in April to assist representatives from eligible districts with the preparation of the 2003-2004 Annual Consolidated Application for ESEA Federal Programs Title I, Part A; Title II, Part A; Title II, Part D; Title IV, Part A; Title V, Part A; Title VI, Part B, Subpart 1; and Title VI, Part B, Subpart 2. Pre-registration is required due to the limited seating capacity at the workshop locations. Electronic pre-registration will be available for your use beginning March 10, 2003, on the OPI Web site <http://www.opi.state.mt.us>.

OPI Contacts: METNET workshop, Carrie Frohreich, cfrohreich@state.mt.us or Billings, Missoula workshops, Marion Erp, merp@state.mt.us.

Supplemental Providers List

A list is posted on the OPI website of Montana's Approved Supplemental Service Providers (as required by Title I, Part A, Sec. 1116 of No Child Left Behind) for tutoring services for low-achieving, low-income students in Title I schools that have been identified for improvement for two or more years. <http://www.opi.state.mt.us/PDF/TitleI/ApprovedProvider.pdf>.

Montana Education Tech Tour April 1-3: Sponsored by Dell, Intel, and Microsoft

Dell, Intel, and Microsoft Corporations are offering workshops in Montana for educators to learn about some of the latest technologies, products, and how they fit into your school district's technology strategy and summer planning! Lunch will be served, coffee readily available, and some giveaways for those who make it in! Topics include:

- No Child Left Behind (except for Missoula session)
- Leasing (Missoula session only)- How are other districts doing it? Can I do this with my tech levy? Ways to expand your budget and develop a refresh strategy
- The new Intel Mobile technology and NEW Dell Latitude D-series notebook- What it can mean to your classroom and TCO
- Back-up and disaster recovery solutions for schools made simple
- The NEW Dell printer line- how they'll save you money and make life easier
- Opportunity to meet with your peers and share best practices

Locations

April 1st, Billings, 10am to 2pm, Sheraton Hotel, 27 North 27th Street, Avalanche room
<http://www.sheratonbillings.com/overview.htm#map>

April 2nd, Great Falls, 10am to 2pm, Holiday Inn Express, 1801 Market Place Drive
<http://go.vicinity.com/sixcont/bidMap.d?BID=GTFMP&brandname= express>

April 3rd, Missoula, 10am to 2pm, University of Montana, University Center Theater 3rd Floor
<http://www.umt.edu/homepage/alumni/directionstocampus.htm>

NCLB presentation

The Sage Team, Inc., a national consulting group working with business and education, will present a session of best practices and information from regional meetings around the country. It is intended to take 1,600 pages of legislation and translate that information into something that your district can take away and easily implement and understand to best leverage this funding program.

Who should attend? Technology Directors, Director of Federal Programs, Instructional Technology Directors, and Superintendents. Key components of the legislation will be highlighted, with a special emphasis on the role of technology in each entitlement.

Topics to be covered:

- Four principals/Pillars of Education Reform - Latest information on each including information on What Works Clearing House
- Trends in K-12 today including move from site-based to centralized decision making
- What's new in the largest entitlement and what this means to technology decisions
- Review of guidelines for moving dollars between programs and how "flexibility" can work for you
- Suggestions for purchasing technology related products for your staff through entitlement including professional development
- Insight into managing data for federal mandate

Please RSVP to david_lee-sue@dell.com.

Contact: David Lee-Sue, Dell K-12 Education, (512) 657-2776

Accreditation

Please mark your calendars!

Montana Association of Supervision and Curriculum Development (MASCD)

Summer Institute 2003: **Instruction that Counts: Learning that Matters!**

Student Center, Carroll College Campus

Helena, Montana

June 17-19, 2003

- June 17 READ Montana! Summit 8:00 a.m. – 4:30 p.m.

Welcome – Linda McCulloch, State Superintendent

Featured Presenter - Jim Burke, Helping Struggling Readers to Succeed

This one-day session will provide educators with strategies and tools to help all students read, write, and think more successfully. This presentation targets the educator who works with 4th grade through 12th grade students.

- June 18, Day Two 8:30 a.m. – 3:00 p.m.

Featured Presenter – Debra Pickering, Transforming Classroom Grading

For at least 100 years, teachers at almost every level have been using grades of some type-letter grades, percentage scores-as the overall indicator of student achievement. This one-day session will provide educators with thorough grounding in grading research and theory. An understanding of grading research and theory on current grading will open up new and exciting alternatives in a variety of areas. Debra Pickering will also present viable alternatives to current grading policies. This session will provide engaging content and is intended to create change.

- June 19, Day Three 8:30 a.m. – 4:00 p.m.

Featured Presenter - Pam Robbins, Emotional Intelligence: Implications for

Teaching and Learning

This session will examine the topics of emotional intelligence and its role in fostering student success in school and in life. Participants will examine how lessons in emotional intelligence can be integrated into a standards driven curriculum and will discuss the relationship between emotional intelligence and achievement.

Early-bird registration is due by April 18, 2003. Please register on line at <http://www.opi.state.mt.us/regforms/MASCD/summer.html>, print a copy of the registration before you submit, and then send your registration fee and a copy of the registration form to Jan Thomson, Executive Director, MASCD, 2724 Del Mar, Great Falls, MT 59404.

MASCD Members - \$125 Non-Members - \$135

One-Day Registration - \$75

College/University Student Registration – One-Day - \$30 Three-Days - \$90

The Summer Institute 2003 is sponsored by the Montana Association of Supervision and Curriculum Development, the Helena Public Schools, Missoula County Public Schools, Bozeman Public Schools, and the Office of Public Instruction. Renewal units and MSU-Northern credits are available. Contact: Jan Thomson, Executive Director, MASCD, jannyt@attbi.com

Competitive Technology Grants for High Poverty/High Need School Districts

The ESEA Title II, Part D, Enhancing Education Through Technology (Ed Tech) provides funding for competitive technology grants to eligible districts. The application, including eligibility information and information on the application teleconference will be available Friday, March 28, 2003, on the OPI web site <http://www.opi.state.mt.us/EdTech/Index.html>.

Eligibility for the grants are highly focused by the No Child Left Behind legislation. Eligible districts are high poverty districts with a Title I program in need of improvement or in corrective action and have not redirected any portion of their Title II, part D funds, or a high poverty district with a high technology need (defined in the application) and have not redirected any portion of their Title II, part D funds. Currently the list of eligible districts is small. However, other high poverty districts may be eligible when the OPI is able to examine the technology need data (TAGLIT data) from the districts. The application contains further information on the technology need data and eligibility.

Eligible applicants must apply in a partnership with a “Technologically Proficient” school district (see application for details) and a unit of higher education (see application for details). The partnerships are to focus upon improving student academic achievement in the high poverty/high need school district through the use of technology.

An application teleconference was held on March 31, 2003, via the METNET system. The teleconference will be available, by April 4, 2003, in video streaming format on the OPI web page listed above. OPI Contacts: Michael Hall, (406) 444-4422 or Kevin Boice, (406) 444-1852.

Special Education

Special Education Student Exiting Data Reporting: The Division of Special Education has been required, for a number of years, to provide data to the U.S. Department of Education on students with disabilities who exit special education programs. For purpose of reporting, the

reasons for exiting include: no longer eligible, moved, graduated, reached the maximum age, died, or dropped out. The IDEA Part B Authorized Representatives will receive exiting data reporting packets in April. The reporting period runs from July 1, 2002, through June 30, 2003. Completed report forms must be submitted to the OPI by June 30, 2003. School districts and special education cooperatives will again have the option of logging onto the OPI's Internet Reporting and Information Service (IRIS) to report their data electronically. The process for reporting exiting data this year is very similar to last year's process. The packets will provide all information needed to report data either by paper or electronically. If you have questions concerning this process, contact Pat Reichert at 406-444-4430 or e-mail to preichert@state.mt.us.

Summer Skills Programs For Students Identified As Having Blindness, Deafness, Visual Or Hearing Impairments

The Montana Office of Public Instruction (OPI), through the Division of Special Education, Montana School for the Deaf and the Blind (MSDB), and the Montana School for the Deaf and the Blind Foundation will co-sponsor summer programs at the MSDB. The programs will target communication, social interaction, independent living skills and use of technology for students between the ages of 9-14 (7 and 8 year olds will be considered on a case-by-case basis for the deaf camp only) who have hearing impairments or deafness, and the ages of 9-16 who have blindness or visual impairments. The weeklong programs are provided at no cost to the student for room, board and transportation. Transportation to and from the program will be reimbursed at state rates.

In addition to the above, structured fitness/exercise and leisure/recreational activities will be provided. This includes such activities as: roller skating, dancing, swimming, horseback riding, mini-golf, bowling, Great Falls Dodger baseball games, etc. The Montana School for the Deaf and the Blind has a complete recreation complex and the community of Great Falls provides a variety of tour sites such as the Charles M. Russell Museum, the Lewis and Clark Interpretive Center, the Air Museum at Malmstrom Air Force Base, Giant Springs Hatchery, and the Paris Gibson Art Museum.

The summer skills program will provide an effective and enjoyable opportunity for deaf, hearing impaired, blind or visually impaired students to improve competence in independent living skills and to expand socialization opportunities with other students with similar impairments. Information about the summer programs and applications for parents to complete will be sent to superintendents and directors of special education. If you have questions regarding the programs, please call the Montana School for the Deaf and the Blind (MSDB) at 771-6000. Completed applications must be sent to the MSDB by May 23, 2003.

Health Enhancement and Safety Division

The **21st Century Community Learning Center Program grant application** for Program Year 2003-2004 is available on OPI's web site under Program and Services of OPI. This competitive grant program is designed to fund out-of-school time projects, which complement the students' regular academic program and provide a variety of enrichment activities. Approximately \$1.2 million will be available for PY '03-04, and funded projects should anticipate funding for a period of five years. For additional information, contact Gary Pfister at 444-3000 or gpfister@state.mt.us.

Completed Suspension/Expulsion Logs must be received from all public schools in Montana by June 30, 2003. Data collected satisfies several different federal reports. The Suspension/Expulsion Log collects data on incidents of violence, illegal use of drugs, weapons/firearms violations or non-violent acts that result in a student suspension or expulsion, including students with disabilities. A completed log must be received from every school in each district of the state. If a school has no incidents to report, the log must still be marked to indicate no students and submitted to OPI. The data covers the school year from July 1, 2002 through June 30, 2003. Complete packets, including logs and instructions were mailed to school districts in September of 2002. Logs and instructions may be downloaded from the OPI web page (<http://www.opi.state.mt.us>) by selecting "Safe and Drug-Free Schools" from the Programs and Services pull-down menu at the top of the page. The links are found in the yellow box on the right hand side of that page. If you have questions, please contact Pat Reichert at 444-4430 (preichert@state.mt.us) or Marion Erp at 444-1951 (merp@state.mt.us).

Suicide Prevention: You can register to conduct an SOS High School Suicide Prevention Program in your school this year. This proven, evidence-based, three-year-old program is cosponsored by the American School Counselor Association and is an invaluable tool for suicide and violence prevention as well as depression recognition. SOS is proven to increase help-seeking by 150% and has an excellent safety profile. During the 2001-02 school year-the second year of the program-more than 1000 high schools nationwide registered to participate and more than 218,000 students learned about the program's important message of awareness and empowerment. For further information about the SOS High School Suicide Prevention Program please go to www.mentalhealthscreening.org or call Screening for Mental Health at 800/253-7658.

Bozeman Educator Honored as Northwest District Elementary School Physical Educator of the Year

Bozeman teacher Carol Ann Cooke will be honored as the Northwest District Elementary School Physical Educator of the Year by the National Association for Sport and Physical Education (NASPE) at its national convention in Philadelphia, PA, April 1-5. The Northwest District represents a five-state area from Idaho to Alaska. At the convention Cooke, a physical education specialist at Emily Dickinson Elementary School in Bozeman since 1986, will vie with five other district winners for the "National Teacher of the Year Award." The Northwest District Physical Educator of the Year Award is given in recognition of outstanding teaching performance at the elementary school level and the ability to motivate today's youth to participate in a lifetime of physical activity. Cooke said, "I believe in the value of physical education, its contribution to the lives of youth and its integral part of the total educational process. However, a quality physical education program is only as strong as the teacher behind it. That is why I strive to provide that quality program through a curriculum that is student based and developmental appropriate."

Disposing of Hazardous Chemicals

In the Fall of 2001, schools in Montana were offered the opportunity to have out-dated and/or used hazardous chemicals classified and segregated for transportation and disposal. Once again, the companies that provide this service are offering to work with schools. Interested and need help in disposing of hazardous chemicals? Read on!

There is no obligation to schools that take advantage of an estimate for the disposal costs of hazardous chemicals at your school. The vendors listed below are private companies licensed in the business of classifying, packaging, transporting and disposing of hazardous chemicals. Contact them for inventory sheets and guidelines to help your school identify any chemicals that

are presently stored within your facility that may be causing an unwanted liability. Call either or both of the vendors listed below for assistance. Vendor Contact Information is:

ONYX Environmental Services
Attn: Jodie Mason
121000 Browns Gulch Rd
Butte, MT 59701
Phone 406-782-4201
Fax 406-782-9968
E-mail: jmason1@onyxes.com

Mountain States Environmental Services
Attn: Brad Fimrite
2338 River Oaks Rd.
Billings, MT 59105
Phone 406-248-4777
Fax 406-248-7333
e-mail: mSES5@attbi.com

Grants to Adopt/Expand Effective Adolescent Alcohol and Drug Abuse Treatment

The Center for Substance Abuse Treatment (CSAT) at the Substance Abuse and Mental Health Services Administration (SAMHA) is accepting applications for fiscal year 2003 funds for grants to increase the provision and effectiveness of alcohol and drug abuse treatment for adolescents by adoption/expansion of Motivational Enhancement Therapy/ Cognitive Behavioral Therapy. Approximately \$7 million will be available for 28 to 35 awards averaging \$200,000 - \$250,000. The application deadline is May 12, 2003.

All treatment providers must meet three criteria:

- All direct providers of substance abuse treatment in the proposed project must have two years of experience providing treatment to adolescents.
- If the applicant is not a direct provider, the applicant must document a commitment from one or more experienced, licensed, adolescent treatment providers to participate in the proposed project.
- All direct providers of substance abuse services must be in compliance with all applicable local and State requirements for licensing, accreditation, and certification, and must document their compliance.

For more information, visit http://www.samhsa.gov/grants/content/2003/ti03007_eat.htm

Computers for Schools: The Beaumont Foundation will be giving out almost \$400 million in computer equipment starting in 2003. Government and community organizations are eligible to apply for community technology grants. A separate grant program for individuals is also available. Persons with disabilities and those who are homebound because of disability or illness are especially encouraged to apply for these individual grants. Information on individual grants is also online but persons interested in those grants should apply by calling 1-866-505-COMP (2667). Grant applications are accepted up to March 31, 2003.

<http://www.bmtfoundation.com/grants/>

The Federal Emergency Management Administration (FEMA) has just posted a new section on its website for Kids, titled: National Security Emergencies. The section helps explain terrorism, biological and chemical weapons and how to prepare for these threats in simple language children can understand. The site provides tips on preparing a family disaster supply kit, preparing a disaster communication plan and provides useful information on what to do in cases of an explosion or a biological, chemical, nuclear or radiological attack. There is also a section for parents, and a photo page of 9/11 heroes. The site will be linked under Web Links on the Safe and Drug Free Schools and Communities web page: <http://www.fema.gov/kids/nse/>

The Comprehensive Health Education Foundation (CHEF) has developed an **online search engine specifically designed for prevention educators**. Go to www.chef.org to access this helpful resource.

Infectious Disease Workshop: Parents of Kids with Infectious Diseases (Pkids) has created an on-line, free, in-depth infectious disease workshop (IDW) to help educators teach infectious disease prevention to students in K-12. The IDW is comprised of six units: Introduction to Infectious Diseases, Disease Prevention, Sports and Infectious Diseases, Stigma and Infectious Diseases, Civil Rights and Infectious Diseases, and Bioterrorism and Infectious Diseases. For each unit, educators will find fun and helpful activities for participants in five age groups: 2-6 year olds, 6-9 year olds, 9-12 year olds, 13-18 year olds and adults. The workshop addresses bacteria and viruses, how to prevent infections, how to prepare for a bioterrorist attack, how to keep your athletes healthy, how to eliminate the social stigma that too often accompanies diseases such as HIV or hepatitis C, and so much more. You can review the free, on-line workshop at www.pkids.org/idw.htm or under "Resources" at www.opi.state.mt.us/hived. It can also be purchased on CD-ROM for \$30 plus shipping by calling 360-695-0293 or emailing pkids@pkids.org

Emergency Planning & Crisis Response in Schools: The U.S. Department of Education's Office of Safe and Drug-Free Schools has unveiled a new web resource designed to be a one-stop shop that provides school leaders with information needed to plan for any emergency, including natural disasters, violent incidents and terrorist acts. The site is located at www.ed.gov/emergencyplan. Links to crisis planning resources are listed, as well as examples of Promising Practices in school emergency response.

In addition to the website, the U.S. Department of Education announced that \$30 million will be available in 2003 to help school districts improve and strengthen emergency response and crisis management plans. Funds can be used to train school personnel, parents and students in crisis response; coordinate with local emergency responders including fire and police; purchase equipment; and coordinate with groups and organizations responsible for recovery issues, such as health and mental-health agencies. A second year of funding will be available in 2004. Applications for the federal funding will be available in the spring of 2003 with awards made in the summer. OPI will send all districts a notice when the application process is released.

An additional resource for **school-based crises response** has been announced by the American Academy of Experts in Traumatic stress. The book is titled *A Practical Guide for Crisis Response in Our Schools* and is available through its website at: www.crisisinfo.org/schoolcrisisresponse.

School Nutrition

Certificate of Recognition: School Nutrition Programs, would like to recognize all school food service staff with 20, 25 or 30 years of uninterrupted service to the profession. We would also like to recognize retiring staff that has 20 or more years of service in your school food service program. Please submit the names of food service staff meeting the above criteria so that they may be recognized for their dedication to the school nutrition programs. If you have questions, please contact our office at (406) 444-2501.

Child Nutrition Employee Appreciation Week May 5-9: You know how much you appreciate your school nutrition employees, but do they? Let them know just how much you appreciate

their hard work during this special week. Visit www.asfsa.org for ideas to help your school recognize the efforts of school food service professionals.

Montana School Food Service/Office of Public Instruction Conference June 23-25

The 2003 Montana School Food Service/OPI Conference will take place June 23-25 at the Holiday Inn in Great Falls. For more information about the conference, contact Becky Green at (406) 654-1034 or Katie Bark at (406) 994-5641 or visit the website at www.mtsfsa.org.

Summer Food Service Program application deadline May 9: Application packets will be sent April 1. Call (406) 444-2501 for more information. The deadline for new sponsors to apply for the Summer Food Service Program is May 9, 2003.

New Food Service Managers: School Nutrition Programs provides training for new food service managers. Please notify us when you have a new food service manager so that we may provide prompt technical assistance to answer questions and ensure that program requirements are met. Contact our office at (406) 444-2501 or Katie Bark at (406) 994-5641.

Nutrition \$EN\$E Mini-Grant Project: Through the support from a Montana Team Nutrition grant from USDA, we are proud to provide \$500 mini grants to the following (13) schools to support their student organizations or student-run stores to increase the amount of healthful food and beverage items that are sold at the stores. Great Falls School District: East Middle School and Paris Gibson Middle School; Helena School District: Jefferson School, Smith School, and Capital High School; Missoula County Public Schools: Big Sky High School and Sentinel High School; Sidney School District: Central School and Sidney High School; Plevna High School; Three Forks High School; Twin Bridges High School; and White Sulphur Springs High School.

School Nutrition Programs Website: Be sure to check the OPI, School Nutrition Programs website at www.opi.state.mt.us for current information about administering school nutrition programs and for tips for creating healthy school nutrition environments. The "Fresh Bytes" section has the up-to-date items of interest.

Presidential Awards for Excellence in Mathematics and Science Teaching

Grade 7-12 math and science teachers are encouraged to apply for the 2003 Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST). Beginning in 2003, the competition will alternate each year between teachers of grades 7-12 and teachers of grades K-6. In 2003, teachers of grades 7-12 mathematics and science in each state are eligible. Teachers of grades K-6 will be eligible for the Presidential Awards in 2004. The application requires a video lesson presentation and less written material. Each presidential awardee will receive a \$10,000 award from the National Science Foundation and be invited to attend (with a guest) recognition events in Washington, D.C. Grade K-6 teachers will be eligible for PAEMST in 2004.

Tips for applying are available at <http://www.opi.state.mt.us/titleiiparta/> under Presidential Awards for Excellence. Advice in writing your application is available from the Montana Association of Presidential Awardees. Contact: Larry Kaber, President, at chark@centurytel.net or 406-752-1275 or visit <http://www.opi.state.mt.us/TitleII/mentors.html> for a list of mentors available.

Nomination and application forms are available from Sharon Mikat, Office of

Public Instruction PO Box 202501, Helena MT 59620-2501, 406-444-0906 or smikat@state.mt.us or can be downloaded from https://www.ehr.nsf.gov/pres_awards/. Montana nominations and applications should be returned to Sharon Mikat at the above address. Applications must be postmarked by May 1, 2003.

Congressional Art Competition

In 1982, Members of Congress initiated an annual art competition entitled *An Artistic Discovery*. Every year since its inception, House Members have held locally judged competitions within their districts. The winning piece of art from each Congressional district is displayed in the Cannon Tunnel, a pedestrian walkway leading to the United States Capitol, for one year. This walkway is frequented by Members of Congress, staff and the general public as they enter the Capitol Building and thus provides an opportunity for thousands to enjoy the artistic talents of young artists from every Congressional district. The artwork will be on display for one year and will then be returned to the student.

Congressman Rehberg would like to invite the students of your high school to participate in *An Artistic Discovery* this year. This is a unique opportunity to showcase the creativity of Montana's students.

Due to the generosity of Northwest Airlines and Marriott Hotels, the first place entry winner will receive complimentary airfare hotel accommodations so that he or she may attend the unveiling ceremony here in Washington D.C. Complimentary airfare will also be provided for an accompanying parent or guardian.

Each student participating in the contest should mail their art to Congressman Denny Rehberg, 1201 Grand Avenue, Suite 1, Billings, MT 59102. The deadline for receiving an original entry is May 1, 2003 at 5:00 p.m. The enclosed student release form must accompany the artwork or be faxed in advance to Congressman Rehberg's Billings office at (406) 256-4934. This ensures the winning student's name will be included in the unveiling ceremony in Washington, D.C. An Avery label must also be affixed to the art piece.

There are three enclosures (Guidelines, Student Release Form and Confirmation Form), which your student will need to enter the contest. If you have any questions or need to obtain copies of the enclosures, please contact Ruth Bond at 1-888-232-2626 or 406-256-1019 or ruth.bond@mail.house.gov.